



# Foreign Affairs Manual

## 3 FAM – Personnel

**Change Transmittal:** PER-659

**Date:** November 16, 2011

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## 3 FAM 4180

### MEMBERS OF HOUSEHOLD (MOHS)

#### Changes

1. This Change Transmittal, in addition to editing changes, issues the following revisions to 3 FAM 4180:
  - **3 FAM 4181, General:** Members of household (MOHs) are by definition cohabitants. Therefore, employees who declare MOHs must ensure compliance with the provisions of 12 FAM 275. Where relevant, employees should ensure that their members of household comply with all applicable laws, including certain sections of 12 FAH-6, Overseas Security Policy Board standards. Employees must report foreign national MOHs and request an approval for cohabitation in U.S. Government housing in accordance with 12 FAM 275, Reporting Cohabitation with and/or Intent to Marry a Foreign National, and 12 FAM 442, Members of Household.
2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).
4. The office responsible for the material in these subchapters is the Bureau of Human Resources Office of Policy Coordination (DGHR/PC). Please direct questions concerning content, substance, and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

## **Filing Instructions for Paper Copies**

1. Remove and discard old subchapter 3 FAM 4180 (TL:PER-488; 12-01-2003) and replace it with revised subchapter 3 FAM 4180 (CT:PER-659; 11-16-2011).
2. After inserting the material in the binder, insert this Change Transmittal immediately following the CT Checklist, then fill in the entry line for CT:PER-659, and initial.

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1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.